

**DRAFT**  
**Institutional Members Meeting**  
**Canadian Institute for Nuclear Physics (CINP)**  
**May 26, 2009, 12:30 EDT**  
**(Meeting held by telephone conference)**

**Present:** Kumar Sharma, Chair (Manitoba), Roby Austin (proxy for Adam Sarty, St. Marys), Paul Garrett (Guelph), Dave Hornridge (Mount Allison), Jean Barrette (McGill), Garth Huber (Regina), Bryon Jennings (proxy for Jens Dilling, TRIUMF), Rob Pywell (Sask.), Zisis Papandreou (invited observer from Board of Directors, Regina).

**Minutes**

1. The agenda was approved as circulated. (Motion: Barrette, Second: Austin),  
CARRIED
2. Approval of minutes from July 22, 2008 meeting (Motion: Barrette, Second: Huber) CARRIED
3. Membership report. Total number of members will be 60 following approval of two new members at TRIUMF. There is some discussion of status of members, i.e. faculty or associate especially retired faculty. Garth provides clarification – the exact number will be determined by the number of faculty the institution is willing to pay for. Invoices will be generated that will include the names of all faculty, at which time the institution may request a modification of the membership lists. TRIUMF has joined as a full member, with Jens Dilling as permanent representative.
4. Kumar gave a review of CINP activities over the past year, including TRIUMF reviews, TRIUMF ACOT, TIGRESS review. The president of NRC has asked CINP to participate on a committee to advise on international collaborations in physics and astronomy. NRC is interested in the scope and breath of nuclear physics in international projects. Kumar initiated a survey of CINP members of their international projects. Based on feedback, there is an equal split between US based and Canada based experimental projects. Smaller contributions to experiments in Germany and Japan. A large component of US based experiment is JLAB. Discussions between DOE and NRC may occur to further define collaborations. Next committee meeting to occur in July.
5. Financial update for CINP: Of the dues assessed in FY2008, a total of \$14.5k, thus far only 3 institutions have paid – Regina, Mount Allison, and McGill. The amount received from Regina was adjusted for incurred expenses. Past due invoices will be generated for the remaining institutions. FY09 dues invoices will be generated within the next several business days. Regina has paid forward its estimated dues for FY09 and FY10. CINP finished FY08 with \$11242.32 on hand. Thus far in FY09, expenses totaling \$1450.95 have been incurred. Current balance for non-NSERC funds is \$9791.37. NSERC funds amount to \$20k for FY09, \$25k for FY10, and \$30k for FY11. Kumar has incurred a preliminary estimate of \$3k in

additional expenses. Once remaining FY08 and FY09 dues have been collected, an Executive Director will be sought.

6. Nominations for replacements for outgoing board members Randy Lewis and Paul Garrett. Paul Garrett was nominated to be reappointed to the Board for another 3 year term. Byron seeks additional time to generate nominations from within TRIUMF for the Board. A deadline of Tues. June 2 was given, with ballots to be sent no later than Wed. June 3. A 24hr turnaround in the vote is expected.
7. AOB – Announcement of breakfast meeting for Board of Directors, 9:00-11:30, general meeting from 14:15 to 15:45, joint meeting with IPP 16:00 – 16:45 for GSC19 presentation. At end of conference, on Wed. June 10, a meeting will take place to discuss the preparation for next NSERC LRP.
8. Adjourn 13:25.

## Appendix

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### AGENDA

1. Approval of the agenda
2. Minutes of the meeting of the Institutional Members of July 22nd, 2008 (attached)
3. Brief progress report on the activities of the CINP
  - a. Membership report
  - b. Participation in meetings and committees
  - c. Financial report
4. Nominations and procedure for the election to replace two members (Randy Lewis , Regina/Carleton, and Paul Garrett, Guelph) of the CINP Board of Directors
5. Other Business
6. Adjournment